

CBADP Board of Director's Meeting Minutes
June 7, 2012
10:30 a.m., Al's Oasis, Oacoma, SD

In attendance: Mark Bontreger, Amy Hartman, Linda Peitz, Diane Sevening, Kristi Spitzer and Kathy White.

Staff in attendance: Paula Koller and Tina Nelson.

Not in attendance: Robert Bogue, Jon Hagen and Kevin Joffer.

White called the meeting to order at 10:37 a.m.

Sevening moved to approve the March 1, 2012 Board of Director's meeting minutes. Peitz seconded the motion, motion carried.

White called for Public Input at 10:45 a.m. Hearing none, she proceeded with the agenda.

Spitzer moved to nominate Peitz as CBADP Vice-Chairperson. Sevening seconded the motion, motion carried.

The Portfolio Review Committee meeting is scheduled for July 12, 2012. The meeting will be held at the Park Place Center, Sioux Falls, SD and will begin at 10:30 a.m.

Spitzer moved to approve the financial report prepared by Rose Grant. Peitz seconded the motion, motion carried.

White, CBADP Secretary, stated she would contact Amy Iversen-Polreisz regarding the CBADP's budget deficit.

As of July 1, 2012 the IC&RC will no longer offer the International certificates free of charge to eligible individuals. Spitzer moved that the CBADP offer / issue the IC&RC certificates for an annual fee of \$20.00. This would be an option for eligible individuals. Peitz seconded the motion, motion carried.

The IC&RC's report regarding the CBADP's compliance review reflects, 'The Compliance Review Committee has reported that your board has demonstrated full adherence to the IC&RC standards for all your reciprocal level credentials'.

The Focus on Integrated Treatment (FIT program) is an interactive online training program that provides professionals with a practical, real-world approach to the presentation of the principals, skills, and practices of integrated co-occurring disorders treatment. As an IC&RC member Board, the CBADP has an opportunity to earn 50% of IC&RC's commission of every sale of FIT the CBADP generates. Peitz moved that the CBADP market the program and include a link to the training on the CBADP's website. Sevening moved to second the motion, motion carried.

The Workgroup met on May 8, 2012 at the Cedar Shore Resort, in Oacoma, SD. The members proposed the following increase in the work experience hours required for certification:

High School or GED - 8000 hours of chemical dependency specific work experience
(Increased from 6000 hours)

Associates Degree - 6000 hours of chemical dependency specific work experience

Bachelors Degree - 4000 hours of chemical dependency specific work experience

Masters Degree - 2000 hours of chemical dependency specific work experience.

The Workgroup members recommend that professionals sign one universal 'Professional Code of Ethics' in the all application and renewal materials. The 'Professional Code of Ethical Conduct for Prevention Specialists' will be available in the Standards Manual.

The Workgroup proposed that an addiction professional meet the following requirements prior to working in private/independent practice: an applicant must carry licensure through the CBADP and complete two years of work experience after initial certification or licensure. A grand fathering clause would be necessary, allowing any individual, who is currently working independently, to continue to do so.

The Workgroup recommended the following increase in work experience hours for individuals providing Clinical Supervision:

High School or GED - 12,000 hours of chemical dependency specific work experience

Associates Degree - 10,000 hours of chemical dependency specific work experience

Bachelors Degree – 8000 hours of chemical dependency specific work experience

Masters Degree - 6000 hours of chemical dependency specific work experience.

The work experience hours required for Clinical Supervision must be accrued after initial certification. Work experience accrued as a Trainee will not be accepted to meet the standards for clinical supervision.

The workgroup recommended the CBADP change the name to the Board of Addiction and Prevention Professionals (BAPP) to coincide with the credential changes.

The Workgroup recommended the CBADP implement a reinstatement fee of \$150 for certified individuals and \$100 for trainees.

Sevening moved to approve all of the Workgroups recommendations as presented. Bontreger seconded the motion, motion carried.

Spitzer moved to make the following changes to the audit process beginning September 1, 2012: The audit notice will be mailed with the monthly billing notice. Individuals will be required to submit the audit documentation / proof of continuing education to the CBADP by the last day of their birth month. The individual's certification renewal will be contingent upon the completion of the audit process. Peitz seconded the motion, motion carried.

Bratkiewicz joined the meeting via conference call at 2:00 p.m.

White moved the Board into Executive Session at 2:05 p.m.

White moved the Board out of Executive Session at 3:12 p.m.

2009-3 & 2009-5 The Board considered his/her request / letter of March 18, 2012, outlining and explaining what steps he/she had taken, or would agree to take in the future, in order to prevent a recurrence of the events leading up to and surrounding the revocation of his/her professional license if he/she were allowed to return to the profession. After careful consideration, the Board declined to reconsider, alter, or amend its Final Order entered in the case.

2011-3 The individual has enrolled in the Health Professionals Assistants Program (HPAP). The file will remain open, pending her/his participation in the program.

2011-12 Spitzer moved to approve the Order to Show Cause, which was prepared by Bratkiewicz. Bratkiewicz will serve a Notice of Entry and the file will remain open. Peitz second the motion, motion carried.

2012-5 The Board was in agreement that the individual's employer and University she/he attends, appropriately addressed the situation. Spitzer moved that no formal action be taken at this time; however, the complaint will be kept on file and may form the basis for future Board action if additional complaints are received. The matter can be considered closed. Peitz seconded the motion, motion carried. White abstained.

2012-4 Spitzer moved that no further action be taken at this time; however, the complaint will be kept on file and the CBADP reserves the right to pursue the matter if additional information or complaints are received. The file is considered closed. Peitz seconded the motion, motion carried.

2012-3 Spitzer moved that no further action be taken at this time; however, the complaint will be kept on file and the CBADP reserves the right to pursue the matter if additional information or complaints are received. The file is considered closed. Peitz seconded the motion, motion carried.

2012-2 Spitzer moved that no further action be taken at this time. However, the complaint will be kept on file and the CBADP reserves the right to pursue the matter if additional information or complaints are received. The file is considered closed. Peitz seconded the motion, motion carried.

C.C. certification lapsed February 29, 2012. A letter requesting reinstatement of her/his certification was faxed to the CBADP on March 13, 2012. Since the ethical complaint submitted against her/him has not been resolved, Spitzer moved to defer a decision regarding reinstatement. The request for reinstatement would be considered after the ethics investigation is complete. Peitz seconded the motion, motion carried.

The Board received documentation from an individual, which reflected that V.M. was utilizing the CCDC III credential. V.M. is not certified through the CBADP. Mr. Bratkiewicz emailed him/her on July 11, 2012 asking that he/she refrain from using the CCDC III designation or identifies the state or jurisdiction in which he/she carries that credential. Upon receipt of the response, the Board will determine how to proceed.

T.T.C. submitted an application for reciprocity from the Aberdeen Area Native American Addiction Counselor Certification Board. The Board of Directors had conversation with Mr. Bratkeiwicz, CBADP Legal Council, regarding testing and reciprocity concerns. The Board and Mr. Bratkiewicz determined that no action would be taken at this time and recommended the administrative office process the reciprocity application.

Spitzer moved that Bratkiewicz send a letter to M.S. stating that his/her application for certification renewal and training hours have been accepted. However, in the future, he/she is expected to comply with the limitations imposed on the number of allowable credits from Internet or other on-line courses. The letter will also reflect that there were concerns expressed about communications between Board members, CBADP administrative staff and M.S. The Board expects that his/her future communications reflect the level of courtesy and professionalism that is expected of a certified individual. Bontreger seconded the motion, motion carried.

Bratkiewicz to send J.J. a letter stating that the Board is not proceeding, or deciding on his/her request for reinstatement of his/her certification. Bratkiewicz will ask that he/she take immediate corrective action if he/she has in any way used or represented his/her credentials after his/her status lapsed.

The Board reviewed A.S.D. request for reinstatement of her/his CCDC/CPS, inactive credentials. Peitz moved to deny the request. Spitzer seconded the motion. Motion carried.

The Board reviewed R.S.S. letter requesting reinstatement of her/his chemical dependency counselor certification. Sevensing moved to deny the request. Peitz seconded the motion. Motion carried.

Spitzer moved to adjourn the meeting at 4:15 p.m. Hartman seconded the motion, motion carried.

Respectfully Submitted,
Tina M. Nelson